

**SPECIAL JOINT MEETING
TIPPECANOE COUNTY COMMISSIONERS
TIPPECANOE COUNTY COUNCIL
APRIL 9, 2002**

The Tippecanoe County Commissioners and Tippecanoe County Council met in a special joint meeting on Tuesday, April 9, 2002 at 12:30 P.M. in the Tippecanoe Room in the County Office Building. Commissioners present were: President John L. Knochel and Vice President KD Benson. Council members present were: President David S. Byers, Vice President Connie Basham, Margaret K. Bell, Ronald L. Fruitt, Jeffrey Kessler, and Kathy Vernon; Auditor Robert A. Plantenga, County Attorney David W. Luhman, and Secretary Pauline E. Rohr. (Commissioner Ruth E. Shedd and Councilmember Jeffrey A. Kemper were absent.)

President Knochel called the County Commissioners' meeting to order.

President Byers called the County Council's meeting to order.

SECOND INTERLOCAL AGREEMENT: Tippecanoe County & TERF Board

Commissioner Knochel explained that since the cap on the landfill is almost finished, members of the TERF Board decided quarterly meetings will be sufficient. However, since claims will be generated between the quarterly meetings, the County Auditor and County Treasurer agreed to process and pay the claims for an annual fee of \$250.00.

(quote)

**SECOND INTERLOCAL AGREEMENT BETWEEN
TIPPECANOE COUNTY LOCAL ENVIRONMENTAL RESPONSE
FINANCE BOARD AND TIPPECANOE COUNTY**

This Second Interlocal Agreement is made this 9th day of April, 2002, by and between the Tippecanoe County Local Environmental Response Finance ("TERF") Board and the County of Tippecanoe ("County"), both of the State of Indiana; and

WHEREAS, the TERF Board requires the services of an auditor and treasurer to process and pay claims; and

WHEREAS, it proved uneconomical for the TERF Board to hire its own employees and establish its own facilities for these purposes; and

WHEREAS, the Tippecanoe County Auditor and the Tippecanoe County Treasurer were willing to process and pay the claims authorized by the TERF Board; and

WHEREAS, to facilitate that process the TERF Board and County entered into a certain, annually renewing Interlocal Agreement in 1999, under the terms of which the Auditor and Treasurer agreed to process and pay claims authorized by the TERF Board; and

WHEREAS, to further economize and reduce transaction costs the TERF Board desires to reduce its regular meeting schedule from monthly to quarterly, while at the same time continuing to pay claims for contractual services on a monthly basis; and

WHEREAS, the Tippecanoe County Board of Commissioners is willing to authorize processing and payment of monthly TERF Board claims approved and submitted by the TERF Board's Chair or Vice Chair.

NOW, THEREFORE, IT IS AGREED THAT:

1. The Tippecanoe County Board of Commissioners will authorize, for processing and payment by

the Auditor and Treasurer, TERF Board claims approved and submitted by the Chair or Vice Chair of the TERF Board.

2. The TERF Board will pay the County of Tippecanoe the sum of \$250.00 annually for such service.

3. The TERF Board and the County of Tippecanoe will each take such action as is necessary to accomplish the purposes of this agreement.

4. This agreement shall be renewed annually, automatically, so long as the TERF Board is still in existence. Any party may cancel this agreement as of the end of any given calendar year by giving 90 days notice of that termination.

TIPPECANOE COUNTY BOARD
OF COMMISSIONERS

John Knochel, President

K. D. Benson, Vice President

Ruth Shedd, Member

Attest:

Robert A. Plantenga, Auditor

TERF BOARD BY:

/s/Dave Heath, Chair

/s/Sonya Margerum, Vice-Chair

(unquote)

- Commissioner Benson moved to approve the Second Interlocal Agreement between Tippecanoe County Local Environmental Response Finance Board and Tippecanoe County, seconded by Commissioner Knochel; motion carried.

DISCUSSION RE: Zoning Enforcement Officer

Councilmember Byers said he has spoken to citizens who think a review board should be established to hear appeals from citizens who have been cited by the Zoning Enforcement Officer, Al Levy. Commissioner Benson responded that the appeals process is already in place through the Board of Zoning Appeals established by law. Commissioner Knochel admitted that the current process is cumbersome and said maybe the appeals should come to the Commissioners' Office. He thought this change would have to be instituted through the Zoning Ordinance Committee. Councilmember Kessler pointed out that Mr. Levy's job is to enforce and he thinks people understand when they find out an ordinance is in place.

After it was established that Mr. Levy's investigations are usually the result of a complaint by a citizen whose identification is not required, Councilmember Byers said he doesn't think anonymous complaints should be accepted. As a Commissioners' appointee, Mr. Levy reports to them monthly.

➔ Greg Guerrettaz, President of Financial Solutions and Tippecanoe County's Financial Consultant, entered the meeting.

Mr. Guerrettaz distributed draft copies of the 2002 Business Plan and noted two areas that are not covered:

1. Agency funding form.
 - Jessica Stein, Grant Coordinator, has designed a form for agency funding for the Council's approval.
2. Policy (guidelines) for Economic Development.
 - Currently only zoning laws and tax abatement guidelines are in writing.
 - The County pays a membership fee to Greater Lafayette Progress to solicit industry, but they have no written guidelines from the County.
 - Vision 2020 addressed Economic Development for governmental units as a mandate from the community.
 - Our Mission Statement could be expanded to include successful uses of EDIT Funds and zoning ordinances that have advanced Economic Development.
 - Form a committee with Greater Lafayette Progress President Mike Brooks to develop guidelines stating what the County will consider from industry in order to move forward economically to gain quality assessed valuation.

(quote)

TIPPECANOE COUNTY, INDIANA
Comprehensive Financial Plan

Conclusions

CIP: The Capital Improvement Plan

The **Business Plan** is feasible, but is going to require creative use of revenues and debt. The Funding Plan in the previous section set out the means by which the CIP can be funded. Here, we review and expand upon the key conclusions we have reached.

1. *Continue funding the Revolving Fund at the \$1,000,000 per year level to a balance of \$5,000,000 to \$7,000,000*
2. *The County should begin to work toward the creation of a sewer district and a stormwater district with user fees. The funding of this mandate from EDIT, in the long run, will put a hardship on other projects.*
3. *GIS user fees should fund GIS upgrades. If these cannot raise enough funds, then the different departments that use GIS systems should help pay for the upgrades. The various cities, which*

use GIS information, should also help support the upgrades. Selling GIS information to outside entities may generate further funds.

4. *The County should continue the plan to address its credit ratings. This process this year would involve the formal communication of this document to the rating agencies.*
5. *The EDIT and CCD Funds should formally recognize the minimum fund balance of cash and investments to serve as a buffer between what's anticipated in the CIP and what occurs in reality.*
6. *The County should begin to work with County Associate to allow for the expenses associated with a new facility, such as the juvenile center facility, to be contained within the maximum levy computation (Leg. Change needed)*
7. *The revenue enhancement committee should formally meet twice each year before the budget process begins to review fees and changes.*
8. *The County should consider setting up an additional TIF area. This area should be strategically set up to guide development and infrastructure in the area chosen.*
9. *The agency funding process should be formalized and included as part of this plan.*
10. *Vie "Business Planning" process should continue each year as a formal process, as shown on the time line in Section 10*
11. *Develop an economic incentive package to be included as part of this "Plan" in the future.*

Conclusions

We believe that this plan will help the County most effectively put its funds to work implementing the capital improvements on its "Wish List". The County must strive to be sure that the fiscal ramifications are understood before financial strategies are put into effect. We strove to clarify the fiscal impact of our suggested financial strategy.

(unquote)

NEXT MEETING

The next meeting is scheduled for Noon, Tuesday, May 14, 2002 in the Tippecanoe Room in the County Office Building.

COMMISSIONERS ADJOURNED

- Commissioner Benson moved to adjourn, seconded by Commissioner Knochel; motion carried.

COUNCIL RECESSED

President Byers recessed the Council Meeting until 2:00 P.M.

Robert A. Plantenga, Auditor

**BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE**

John L. Knochel, President

KD Benson, Vice President

Ruth E. Shedd, Member

ATTEST:

Robert A. Plantenga, Auditor